



ANY REPLY OR SUBSEQUENT REFERENCE SHOULD BE ADDRESSED TO THE FINANCIAL SECRETARY AND THE FOLLOWING REFERENCE NUMBER QUOTED -
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MINISTRY OF FINANCE & PLANNING
30 NATIONAL HEROES CIRCLE
P.O. BOX 512
KINGSTON
JAMAICA

Circular No. 12

May 8, 2014

Ref. No. 03406

**PERMANENT SECRETARIES
HEADS OF DEPARTMENTS/AGENCIES
CHIEF EXECUTIVE OFFICERS**

RE: PSOJ VALUECARD

Reference is made to *Item 4.6.1. – Discounted Goods and Services* of the 2012/2015 Heads of Agreement signed between the Government of Jamaica and respective Unions/Staff Associations representing public sector workers, which states that:

“The Government of Jamaica will collaborate with the Private Sector Organisations in an effort to expand the provision of discounted goods and services to Public Sector Workers”

Consequent on this Agreement, the **Private Sector Organization of Jamaica (PSOJ)**, in connection with its **Team Jamaica Public Sector Discount Programme (PSDP)**, will be rolling out a **“ValueCard”** to all government workers. The **ValueCard** is a discount card which may be used at participating merchants that will provide discounts to government workers to help offset the burden of their three year wage restraint agreement with the Government. The **PSOJ** has appointed **Epayment Group Limited (ePay)** to manage and operate the facility.

Required information

In order to facilitate distribution of the cards, your cooperation and assistance is needed. **ePAY** requires the following information for all government workers in order to issue their individual ValueCards:

- **First Name and Last Name** of each employee
- **Ministry/Department/Agency** where the ValueCard should be sent (*i.e.*, the name and address of the office to which the workers are assigned).



Protection of the privacy of all information obtained as a result of this initiative has been guaranteed by ePAY.

How the Facility Works

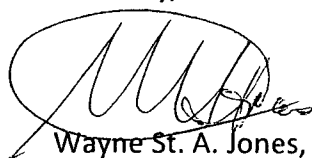
The ValueCards will be distributed by ePAY to government workers at their place of employment, and recipients will use their mobile phone to activate the card. Once activated, the card may be used by the cardholder at participating merchants. When used, the value of the discount offered by a merchant will be recorded and stored on the card, and may be redeemed for the purchase of goods and services at the same merchant or at other PSDP participating merchants. The amount of discount awarded is printed on the cardholder's receipt after each transaction. The value of the discounts will be accumulated if unused and depleted when used, and card holders will be able to view their discount balance online, on their cell phone or by request from a PSDP participating merchant.

Submission Timeline

The PSOJ has affirmed its commitment to having Public Sector Workers benefiting from this arrangement as soon as possible, and would greatly appreciate receipt of this data by the latest 16th May 2014. A representative of ePAY will be contacting you to obtain the above information to facilitate the process. Please cooperate with ePAY to provide the required information as quickly as possible so that this valuable benefit can be extended to all government workers with utmost haste. Please also designate an individual who will be in charge of distributing the cards at each location where the ValueCards will be sent for your organization, and provide the ePAY representative with the name and contact information for this person.

We greatly appreciate your cooperation in this matter and look forward to the benefits the ValueCard will bring to the public sector. If you have any questions, you may contact Miss Shelleyan Lewars at shelleyan.lewars@mof.gov.jm or 932 5507.

Sincerely,



Wayne St. A. Jones, OD, JP
for Financial Secretary

Main Registry
F-Block